

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, APRIL 5, 2010
CITY HALL, 210 LAUREL AVENUE**

WORKSHOP: City Council held a workshop beginning at 6:00 P.M. to discuss TRT funding to Tillamook Chamber of Commerce.

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Mayor Bob McPheeters
Councilor Joe Martin
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky
Councilor Willard Berry

Absent: None

Staff Present:

Mark Gervasi, City Manager
John Putman, City Attorney
Arley Sullivan, Public Works Director
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of April 5, 2010 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.
2. Public Safety Committee meeting minutes. (Exhibit A)

MINUTES:

Council minutes for February 1, 2010 and February 16, 2010 were provided in Council packets. **Councilor Weber moved approval of the minutes of February 1, 2010 as published. Councilor Sandusky seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

Councilor Sandusky moved approval of the minutes of February 16, 2010 as published. Councilor Forster seconded the motion. There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

PROCLAMATION: **None**

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PRESENTATION:

- **TREE CITY U.S.A. – Ed Wallmark, Oregon Dept. of Forestry** was here to present the City for the 23rd year in a row a flag, hat and plaque for meeting the qualifications for being a Tree City. **Mayor McPheeters** accepted the award for the City.
- **Councilor Martin** presented Chief Wright with an Indonesian jacket, vest, hat and pin. Several months ago Chief Wright sent a Tillamook jacket to a law enforcement vice squad officer who via a request to his friend, Councilor Martin.

MONTHLY REPORTS:

City Manager:

- WWTP project claims filed against City by contractor Big River. Engineers have responded to claims and sent the City a copy (140 pgs.) Copies are available to Council.
- Consent Annexation project completed. Copies have been furnished to County Clerk and County Assessor.
- Oregon Solutions No. 4 study is nearing completion. Bill Reid is doing the Economic Opportunity Analysis and will be meeting with City this Friday to look at opportunity sites for business relocation.
- Staff had a meeting on March 31st with officials and FEMA representatives regarding the preliminary Flood Insurance Rate Maps (FIRM) and the Flood Insurance Study (FIS). Staff would like to set a community meeting with the FEMA officials to explain to the general public the impact(s) of the new maps. Meeting was set for May 12, 2010 from 5 – 9 P.M. at the Tillamook County Fairgrounds.
- County Assessor has granted City an exemption on property taxes for 2009-2010 on the former Tillamook RV property on Hadley Road acquired by the City through a FEMA buyout program.
- Would like to schedule budget hearings for May 10th, May 19th and, if needed, May 24th at 5:30 p.m.
- Would like to change the date of the WWTP Open House from May 14th to May 21st due to the unavailability of the engineers to attend on May 14th.
- Public Works Committee meeting on April 15th.
- Public Safety Committee meeting on April 7th.
- Finance Committee meeting tomorrow.
- Flood Mitigation Plan has been approved by the Planning Commission to be sent forward to the Council.

Public Works:

- **Water Dept.** – had a site visit with OWEB, TBWC, ODFW representatives and the design engineer to consider designs for the fish passage enhancements for the Fawcett Creek project.
- Crew is preparing for remodel of the water shop.
- SCADA software system for the water treatment plant is now accessible via cell phone.
- **Street Dept.** – crew has been mowing and pothole patching as weather permits.
- Doing swing set repair on the 9th Street Park play area.
- Roof rebuild on the restroom at Goodspeed Park is near completion.
- Flower baskets are being prepared for summer season.
- **Sewer Dept.** – K-J engineers tested the WWTP at various flows to insure plant performance. Staff is working on hiring a level two licensed operator for the new WWTP.
- **General** – entrance stair handrails for City Hall have been repaired for public safety. A sewer, water and street upgrade is moving forward for a section of 6th Street from Elm Ave. to the YMCA playing field.

Police Dept.:

- They are in the process of planning all training for 2010 and have training scheduled with the Sheriff's Dept. This month they participated with the Sheriff's Dept. and all officers received updated training in defensive tactics. They had firearms training. Next month all employees will have first aid/cpr training as required. All employees had annual hearing tests completed as required by OSHA.
- Will keep Council posted if anything is heard regarding the COPS grant.
- Will be strategizing how to continue 24-hour staffing due to staffing shortage. Discussion with Public Safety committee will be reported further on the agenda.

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- CSI East School program is going well with final episode occurring May 14th.
- They have been very busy with theft, burglaries and major investigations.
- Wright has included with packets several informational and statistical forms for Council review.

Municipal Court Judge:

- Judge Dolan's report was included in Council packets.

PUBLIC HEARINGS:

1. **CITIZEN HEARINGS - NON-AGENDA ITEMS:** **None.**
2. **COUNCIL CONCERNS - NON-AGENDA ITEMS:** **None.**

COMMITTEE REPORTS:

- **Beautification and Parks Committee – Chair Weber** said a meeting would be scheduled for the committee tonight.
- **Finance Committee** – Meeting is scheduled for tomorrow at 10 a.m. at City Hall.
- **Public Safety Committee – Chair Forster** reported that the committee met on Mar. 16th at 2 p.m. Minutes of the meeting were received. (Exhibit A) Discussed were projects, staffing issues, budget, hiring process, goals, responsibilities and functions. **Councilor Forster** rode along with Officer Troxell and encouraged committee member Councilor Sandusky to do the same. **Councilor Sandusky** said he was surprised at the difficulty to hire an officer. He wanted to make sure that next years budget would include another officer.
- **Public Works Committee – Chair Berry** stated that the committee will meet on April 15th at 2 p.m.
- **Associations Committee** – Nothing to report.

NEW BUSINESS:

- **Ward 2 City Council application** – Application has been received by Matthew Harris, former City Police Officer and currently working for the Tillamook County Sheriff's Department. Harris was present and stated he applied because it was an opportunity to become involved with City government and learn its operations. When asked if his present employer was in favor Chief Wright responded that he talked with Sheriff Anderson today. The sheriff is very supportive and doesn't foresee any issues with Harris serving on the City Council.

Councilor Forster moved to accept Matthew Harris to City Council position Ward 2 for the expiration of the term ending in 2010. Councilor Martin seconded the motion. Motion carried unanimously by Council seated. Sorensen issued the Oath of Office to Matt Harris. He took his seat on the Council.

LEGISLATIVE

1. BID AWARD FOR 6TH STREET SEWER MAIN REPLACEMENT

Public Works Director Sullivan told the Council that the City has received 3 bids for the 6th Street sewer main replacement from the YMCA to Elm Avenue. The bid and bidders are:

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Earthworks Excavation, Pacific City, Oregon	\$ 19,530.00
Harper Excavating, Warren, Oregon	\$ 19,561.70
Zwald Transport, Inc., Tillamook, Oregon	\$ 27,717.70

Staff's recommendation is for Council to award the bid from Earthworks Excavation in the amount of \$ 19,530.00.

Councilor Sandusky moved to accept the bid from Earthworks Excavation in the amount of \$ 19,530 for the replacement of the sewer main on 6th Street from the YMCA to Elm Avenue. Councilor Forster seconded the motion. Under discussion **Councilor Berry** said he thought the public works crew was going to do the work. **Sullivan** responded that they do not have the manpower for the sewer main replacement. **Motion carried unanimously by Council seated.**

STAFF COMMUNICATION/CORRESPONDENCE/DISCUSSION:

Gervasi mentioned correspondence included in Council packets. No action is necessary.

OTHER:

Gervasi told the Council that Thursday, April 8th from 6 – 8 P.M. at the Community College, EDC is hosting Oregon Economist Tom Potawski. He was not available to attend but encouraged Council members to partake, if possible. Councilor Berry said he was going to attend.

Councilor Weber also mentioned that Urban Renewal would be meeting on Thursday, April 8th at 5:30 P.M. at City Hall in the Council chambers.

Councilor Weber asked that the selection of a councilor to serve on the Chamber of Commerce Board is put on the agenda for the next meeting. **Gervasi** said he was planning to do that.

MAYOR'S REPORT:

Mayor McPheeters mentioned that Matt Harris would need to fill out a Statement of Economic Interest (SEI) by April 15, 2010. **Sorensen** said she would notify the state of his appointment.

AUTHORIZATION TO PAY BILLS:

The Finance Committee had reviewed the current bills prepared for payment. **Councilor Martin moved to pay the bills approved by the Committee. A second was made by Councilor Weber. Council seated approved the motion unanimously.** Bills were paid in the following total amount. A copy of the voucher register is attached and by this reference is made a part of the record.

GENERAL CHECKING ACCOUNT

A/P Batch 04/05/2010

Checks #27959-28047

\$ 122,862.73

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ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 8:05 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder